

Menu of Additional Services on your Sale

In certain circumstances other additional services may be requested by you or required to fulfil your instructions. For complete transparency, we set out below our fixed price menu of additional conveyancing services – those marked with * are “no sale, no legal fee”.

In some instances it is not possible to give an indication of fees without first having seen the paperwork, to determine what work needs to be carried out, or the complexity involved. In those cases, no additional work will be carried out until we have agreed the fees or charging mechanism with you first. **VAT will be charged on these fees at the current variable rate**

	£
Alteration of Register fee (for altering your records at the Land Registry at your specific request or to correct a defect)	50
Appointing an additional Trustee fee (for preparing documentation appointing a further Trustee, to enable the sale to proceed)	100
Arranging Indemnity Insurance fee (to repair a defective legal title or other insurance coverage as required) *	75
Auction fee (for creating your sale legal information pack to your auctioneer's specifications) payable upfront	300
Building Safety Act fee (for dealing with the additional requirements as per the Building Safety Act 2022) *	499
Cheques Returned Unpaid fee (if your cheque bounces)	35
Cheques to a Third Party fee (for issuing a cheque to a non-standard third party on completion at your specific request)	35
Companies House Search fee (for obtaining Companies House documentation)	50
Company fee (handling the additional requirements involved where the sale is by a Company) *	300
Contract Race fee (drafting an additional contract and issuing a separate legal pack for a contract race) payable upfront	250
Deed of Variation Approval fee *	200
Deed of Variation Preparation fee *	400
Electronic Money Transfer fee (for transferring money by CHAPs transfer or Faster Payment)	40
Evidence of debt removal fee (providing evidence, at your request, of removal of your secured debt from Land Registry records) *	40
Funds BACS Transfer fee (for transferring money by a BACS transfer within 3 days)	40
Help to Buy Redemption fee (dealing with the Help to Buy agency to remove their secured legal charge from your property) *	250
Houses in Multiple Occupation fee (for the extra work required regarding enquiries on your HMO Licence) *	350
Housing Association fee (requesting information from a Housing Association to meet Buyer's Lawyers requirements) *	200
International Bank Transfer fee (for transferring money electronically abroad)	100
Key Undertaking fee (preparation or approval of a key & access undertaking, enabling the Buyer access before completion) *	100
Lease Extension (Voluntary) approval fee (for approving or varying a Deed extending the Lease term)	450
Lease Extension (Voluntary) preparation fee (for preparing a Deed extending the Lease term)	650
Legal Aid Charge Redemption fee *	200
Licence to Assign fee (for obtaining the Landlords written permission to transfer the property to your buyers) *	200
Management Enquiries on a Freehold Property fee (requesting these to meet Buyer's lawyers requirements) *	200
Matrimonial fee (dealing with separate matrimonial solicitors or a non-occupying co-owner on a sale - per lawyer) *	200
Merger of Titles fee (For merging your freehold and leasehold title at the Land Registry at your specific request)	100
Name Declaration fee (for preparing a Declaration for Land Registry to resolve a name discrepancy on your title)	50
Power of Attorney or Court Order fee (for checking the Power of attorney or Court Order is valid, and registered, if appropriate) *	200
Private Mortgage fee (for liaising with a private owner of a secured charge, to remove it from your registered title) *	249
Reconstitution of Title fee (reconstructing a legal title, for registration by Land Registry, when evidence of ownership is absent)	250
Restriction fee (dealing with removal or registration of a Notice or Restriction on your legal title) *	150
Retention administration fee (dealing with retentions of service charge etc. on Leasehold Properties, at the Buyer's lawyers request) *	100
Share Transfer fee (handling the transfer of your Share Certificate or Membership in a Management Company)	100
Solar Panels fee (for checking, assigning or rectifying a lease of solar panels on your property) *	250
Staircasing fee (for handling the process which increases your ownership share in a Housing Association owned property)	250
Staircasing fee (acquiring the freehold)	400
Stamp Duty Land Tax (SDLT) Staircasing fee (for completing and submitting the SDLT forms to HMRC when you staircase) *	100
Statutory Declaration fee (drafting a Statutory Declaration to address a title defect or shortcoming)	100
Subject Access Request fee (for sending you personal data from your file; this is a set statutory fee)	10
Third Party Lawyer fee (dealing with different lawyers who act for you on related transactions e.g. : remortgage, probate) *	200
Transfer of Part Approval fee (for approving a TP1 Transfer Of Part of your land, which will create a new, separate legal title)	345
Transfer of Part Preparation fee (for preparing a TP1 Transfer Of Part of your land, which will create a new, separate legal title)	500
Undertaking fee (request to give a legal undertaking on ID to the Buyer's Lender) *	100
Unregistered title fee (covering the additional legal work involved on a Property that is not yet registered at the Land Registry) *	250
Unrepresented Party fee (for advising you of the implications of selling to a buyer who isn't using a lawyer) *	100
Upgrading Title fee (for preparing documentation to upgrade your legal title, e.g.: from possessory title to absolute)	100
Voluntary Registration of a Property (land registry fees based on the value of the property will apply)	250